

CIF GEAR

- Complete the Missing Gear Statement
- Be counseled by an Officer per UM 4400-124, Para III 6.2a and MCO P4400.150E
- Endorse the statement through your Command
 - Station Marines: CO, H&HS
 - Wing Marines: CO, MWHS-2
- Return to the CIF for Re-Issue

(For Additional Claims click Here)

Wing POC
Station POC

Military Issued Gear JLC POC

- Complete the NAVMAC 604(a) (Men)
- Complete the NAVMAC 604(b) (Women)
- Endorse through your Command
 - Station Marines: CO, H&HS
 - Wing Marines: CO, MWHS-2
- Return form to the Clothing Store for Re-Issue
- Take Re-Issued items to Base Alterations
 - (This is for issued gear not personally purchased items such as Creighton Shirts, or Danner Boots)

(For Additional Claims click Here)

Personally Purchased Gear

Wing POC
Station POC
JLC POC

- Complete and Follow the Claimant's Checklist
- Complete
 - DD 1842, Instructions
 - DD 1844, Instructions
 - FMS 2231, Instructions attached
- If you don't have insurance, complete the Insurance Affidavit. If you do, <u>STOP</u> and go through your insurance provider. Then file your claim through the JLC.
- Get receipts for lost gear; and/or
- Price quotes for missing gear from internet or store and complete the <u>Block 12 Remarks</u> on form DD 1842.
- In order to strengthen your claim, submit a Substantiating Witness Affidavit , (scroll down to page 2 of the link).
- Return to the JLC for completion

(For Additional Claims click Here)

Wing POC

Sergeant Kristina M. Nieto

Wing G-4 Supply

Phone #: 466-6228 DSN: 582



Station POC

Mr. Robert E. Dockery

Station Supply Officer

Phone #: 466-7403 DSN: 582



JLC POC

- Ms. Alicia B. Wahl

Joint Law Center Claims Supervisor

Phone #: **466-3559/4143** DSN: **582**

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